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TO : Chief, Intelligence School

DATE: 17 June 1958

FROM : Chief, Operations Support Faculty

SUBJECT: Weekly Report No. 24, 10 June - 17 June 1958

1. Administrative Procedures #78 commenced on 16 June with a first week's enrollment of 39 students.

25X1 2. [] has completed Operations Support and will participate in class instruction during the present running of Administrative Procedures.

25X1 3. [] joined our staff on 11 June. He is replacing
25X1 [] who will return to the Office of Personnel.

25X1 4. At the suggestion of []
25X1 and [] talked with [] to obtain his views regarding
the proposed course for Station Chiefs:

25X1 []

25X1 [] felt that the degree of susceptibility on the part of
a Station Chief to accept instruction at any specific point before his departure would be questionable in view of his pre-occupation with the more glamorous aspects of his future assignment. He also mentioned that, in some instances, training would have

25X1 Although the Area Division briefings currently given are not uniform, [] believes it is possible that the briefing a Station Chief receives from his Area Division is adequate in providing the necessary information.

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25X1 5. [] Operations School, conferred with the instructor
staff of Operations Support regarding changes and/or amplification of
25X1 certain subjects in the new edition of the [] now being
drafted. [] made note of the suggestions and will include them
in the forthcoming Manual.

25X1 6. [] PP Staff Training Officer, telephoned to
say that the briefing she requested for PP Staff clerical personnel
would have to be postponed for the time being since the personnel
could not be spared due to vacation schedules.

25X1 7. [] was briefed by the Executive Officer in the
Office of Security on certain organizational changes within the
Office of Security.

25X1 8. [] lectured in the Operations Course on 16 and 17 June.

25X1 9. [] attended the Finance Staff meeting.

25X1 10. [] joined the
Operations Support Staff in clerical positions on 12 June as summer
employees.

25X1 11. [] is on two weeks military leave.

Personal Notes: